

Notice of Intent to Certify Sole Source

To: Interested Parties

From: Alfred D. Faulk III, Applications Officer

Date: March 25, 2024

Re: Sole Source Certification Number 9631 WebAdMIT

Contact Email Address: solesource@umc.edu

Sole Source Certification Award Details

Regarding UMMC Sole Source Certification Number 9631 for WebAdMIT, please be advised that UMMC intends to award the purchase of WebAdMIT to Liaison International LLC as the sole authorized provider of support for WebAdMIT.

UMMC issues this notice in accordance with Mississippi state law, policy, and procedures for sole source procurements.

Sole Source Criteria

1. Where the compatibility of equipment, accessories, or replacement parts is the paramount consideration (and manufacturer is the sole supplier).
2. Where a sole supplier's item is needed for trial use or testing.
3. Where a sole supplier's item is to be required when no other item will service the needs of UMMC.

Schedule

Task	Date
First Advertisement Date	April 1, 2024
Second Advertisement Date	April 8, 2024
Response Deadline from Objectors	April 15, 2024 at 3:00 p.m. Central Time
Notice of Award/No Award Posted	Not before April 15, 2024

Project Details

1. Describe the commodity/service that the agency/institution is seeking to procure:

WebAdMIT for AMCAS is the only solution where the data structure is validated and updated by the AAMC, the source of that data. This ensures that UMMC's AMCAS application data is delivered correctly and mapped to the appropriate display area within the software. WebAdMIT for AMCAS is used by all medical school applicants and interfaces with Workday. It also allows for standardized notifications of decisions to all applicants and data review.

2. Explain why the commodity/service is the only one (1) that can meet the needs of the agency/institution:

WebAdMIT for AMCAS eliminates the need for UMMC to contract with another vendor that cannot offer the same level of data validation and would require significant technical resources. WebAdMIT for AMCAS ensures that UMMC can uphold the integrity of our admissions processes by delivering accurate data directly from its original collector. The functions available from WebAdMIT for AMCAS also ensure that UMMC can import additional data into the system and export data out of the system to meet other institutional needs.

3. Explain why the source is the only person or entity that can provide the required commodity/service:

Liaison International LLC is the sole distributor of WebAdMIT for AMCAS.

4. Explain why the amount to be expended for the commodity/service is reasonable:

The estimated amount to be expended for the renewal and continued support of WebAdMIT is estimated to be **\$25,500 for three years**. Please be advised that UMMC will determine if additional enhancements, upgrades, support, or equipment are within scope during the certification period and may increase the spending authority accordingly. Should Liaison International LLC change their name during this certification period, then UMMC will determine if a recertification is necessary. This amount is within the expected price range for these products.

5. Describe the efforts that the agency/institution went through to obtain the best possible price for the commodity/service:

Pricing is compared against available market intelligence and identified discounts are pursued where applicable.

Submission Instructions and Format of Response from Objecting Parties

Interested parties who have reason to believe that WebAdMIT (hereafter, "Products") should not be certified as a sole source should provide information in the Vendor Form for the State to use

in determining whether or not to proceed with awarding the sole source to Liaison International LLC.

The Vendor Form may be found at [Bureau of Purchasing and Contracting | Mississippi Department of Finance and Administration \(ms.gov\)](#), under "Purchasing Forms."

Objections must include the certification in Attachment B.

Comments will be accepted at any time prior to Monday, April 15, 2024, at 3:00 p.m. (Central Time) to solesource@umc.edu. Responses may be delivered via email to solesource@umc.edu. UMMC WILL NOT BE RESPONSIBLE FOR DELAYS IN THE DELIVERY OF RESPONSES. It is solely the responsibility of the Interested Parties that responses reach UMMC on time. Responses received after the deadline and responses that lack all required information will be rejected. UMMC reserves the right to inspect Interested Party's commodity for comparison purposes.

If you have any questions concerning the information above or if we can be of further assistance, please contact solesource@umc.edu.

Attachment A: Vendor Correspondence

Attachment B: Objection Certification

Attachment B

SUBMITTED IN RESPONSE TO

Sole Source Certification No. SS 9631

Accepted until Monday, April 15, 2024 at 3:00 p.m.

I certify that the information contained in this objection is true and accurate to the best of my knowledge. I understand that UMMC will investigate all statements made in this objection and that any false or misleading information provided may result in adverse action.

Objector Name

Objector's title